

## 2006 NORTH DAKOTA DEPARTMENT OF TRANSPORTATION ON-THE-JOB TRAINING PROGRAM

### PURPOSE

The purpose of the On-the-Job Training (OJT) Program is to provide training for minority, female, and economically disadvantaged individuals, hereafter known as the targeted group, in order that they may develop marketable skills and gain journeyworker status in the skilled craft classifications in which they are being trained.

### INTRODUCTION

- A. The OJT Program has been prepared through the cooperative efforts of the Associated General Contractors of North Dakota (AGC); the Federal Highway Administration (FHWA); and the North Dakota Department of Transportation (Department).
- B. Successful operation of the OJT Program requires that contractors follow uniform and basic procedures in training, keeping records of trainee progress toward journeyworker status, and reporting each trainee's successful completion or termination from the OJT Program.
- C. The bidder's signature on the proposal sheet indicates the bidder agrees to take part in the OJT Program and to abide by the provisions of the On-the-Job Training Program Special Provision.
- D. Projects funded solely with county funds and emergency relief projects that are **NOT** included in the Department of Transportation's bid openings will be excluded from the OJT Program.

### FUNDING

The Department will establish an OJT fund annually from which contractors may bill the Department directly for eligible trainee hours. The funds for payment of trainee hours on federal-aid projects will be allocated from the ½ of 1% provided for OJT funding to a maximum of \$100,000. The funds for payment of trainee hours on state-aided projects will be allocated to a maximum of \$10,000.

### ASSIGNMENT OF TRAINEE POSITIONS

- A. Trainee positions will be assigned to contractors and will **NOT** be project specific. The number of trainee positions assigned will be determined by adding the total cost of the projects funded with federal highway dollars awarded by the Department to a contractor from October 1 to September 30 of each year.

The dollar value of projects subject to Tribal Employment Rights Ordinances (TERO), concrete pavement repair (CPR) projects, electrical projects, rest area projects, signing projects, and striping projects will be excluded.

- B. In early April, a summary of the trainees required to date and this OJT Program package will be sent to participating contractors. This package will also be provided to contractors as they become eligible for trainees throughout the remainder of the year. The number of trainees assigned to each contractor in the summary provided in April will increase proportionately, as shown in the following table, for any applicable federally funded projects awarded to them between April 1 and September 30. Projects awarded after September 30 will be included in the following year's OJT Program.
- C. The number of trainees required will be assigned and will increase as follows:
1. Seal coat projects and projects where 75% of the work consists of hot bituminous paving.  
  
\$ 4- 7 million = 1 trainee  
\$ 8-11 million = 2 trainees  
\$ 12-15 million = 3 trainees  
\$ 16-20 million = 4 trainees  
  
Capped at \$20 million (no more than 4 total trainees required regardless of dollar amount).
  2. All remaining projects.  
  
\$ 3- 5 million = 1 trainee  
\$ 6-10 million = 2 trainees  
\$11-15 million = 3 trainees  
\$16-20 million = 4 trainees  
  
Capped at \$20 million (no more than 4 total trainees required regardless of dollar amount).
- D. Contractors **NOT** qualifying for the OJT Program, or contractors desiring to train more than the allotted number of trainees, may apply to the Department for additional training positions. Approval of additional positions will be at the sole discretion of the Department. The additional positions may be filled by individuals outside of the targeted groups. The contractor may pay the reduced training rates to additional trainees outside of the targeted groups and receive hourly reimbursement for those individuals.

## TRAINING PROGRAM APPROVAL

- A. To use the OJT Program, the contractor will notify the Department Civil Rights Office using the Request For On-the-Job Training Program Approval SFN 9762 (see [Exhibit A](#)). This form is available on our website at: <http://www.state.nd.us/dot/docs/civilrights/SFN09762.pdf>. A completed request form and the training curriculum **MUST** be submitted for each trainee in the OJT Program. Requests **MUST** be submitted by **APRIL 15** or within **15** days of notification of additional trainee assignments. The training curricula are included on pages 11 through 17 of this OJT Program package.
- B. The contractor may request to train an individual in a classification **NOT** included in this OJT Program package. The request **MUST** be submitted, in its entirety, for approval by the Department and FHWA. Training programs for classifications **NOT** covered under the Davis-Bacon and Related Acts will be considered on a limited basis. If approved, the new classification **MUST** comply with the provisions specified in this OJT Program package. The request **MUST** include:
1. A training curriculum, including the classification requested, minimum number of hours required, and type of training the individual will receive to achieve journeyworker status.
  2. A minimum wage scale.
- C. The contractor may train an individual on a combination of equipment if each piece of equipment falls within the same groups of power equipment operators identified in the training curricula (groups 1-3 and groups 4-6). These power equipment operator groups are referenced to the federal Davis-Bacon wage rates contained in the contract proposal. As an example, a “utility operator” may receive training on a broom, a front-end loader up to 1½ cubic yards, or other piece of equipment that is used around a paver if each piece falls within either groups 1-3 or groups 4-6. When multiple wage rates apply, the trainee’s wage will be based on the equipment being operated at the time or on the highest of the applicable wage rates.
- D. Use of the classification “pickup machine operator (asphalt dump-person)” as a group 4 power equipment operator is considered standard industry practice. The classification is defined as: “Operates the controls on the pickup machine that runs in front of the paver, trips the levers on the dump trucks, and balances the loads for the paver. The pickup machine operates on similar principles as a shouldering machine.”

## DEPARTMENT'S RESPONSIBILITIES

- A. Department project staff will monitor contractor payrolls for payment of correct wage rates and fringe benefits. The Civil Rights Office will maintain a master list by contractor name, trainee name, and trainee social security number to aid project staff in monitoring payrolls for trainees working on multiple projects.
- B. Targeted group trainees will be counseled periodically during their training period. The contractor will make trainees available for counseling. To facilitate counseling sessions, contractors will be contacted for the location of the trainees.

## CONTRACTOR'S RESPONSIBILITIES

The contractor:

- A. Will identify all trainees on the payrolls, for example: "Grp. 4 roller operator trainee." This includes trainees in job classifications **NOT** covered under the Davis-Bacon and Related Acts.
- B. Will assign each trainee to a particular person—either a supervisor or an employee proficient in the skill—who shall see that timely, instructional experience is received by the trainee. This person, cooperating with the company EEO Officer, will ensure that proper records are kept and the required training hours are completed according to the training curriculum.
- C. May terminate the training period of the trainee and advance the trainee to journeyworker status.
- D. Will notify the Department when a trainee completes the OJT Program. The Department will issue a certificate of completion to the trainee.
- E. May upgrade trainees from one power equipment operator group or truck driver group to another. Trainees upgraded will **NOT** be required to complete the entire number of hours assigned to the new training curriculum. The minimum number of hours required will be:

Power Equipment Operator Groups 4-6 to Groups 1-3 = 400 hrs.

Class C Truck Driver to Class B = 200 hrs.

Class B Truck Driver to Class A = 200 hrs.

Depending on the variety of experience the trainee has gained under the previous curriculum, the difference in the hours may be deducted from the actual operation of the piece of equipment or truck. The contractor will need to review the trainee's past performance in order to make this determination.

- F. May transfer trainees from one project to another in order to complete the OJT Program. If transfers are made, the Civil Rights Office **MUST** be notified and the contractor **MUST** document when the transfer was made. The training hours will count toward overall OJT Program completion.
- G. May use trainees on municipal, private, or other non-highway work and work performed out of state. The training hours will count toward overall OJT Program completion; however, no program reimbursement will be made for those hours. In addition, the hours will be limited to no more than 25% of the total hours required under the training curriculum.
- H. May reassign trainee positions to subcontractors with the approval of the Department. OJT Program reimbursements will be made to the prime contractor.
- I. May use trainees on projects subject to TERO requirements as part of the core crew or as part of the skilled labor supplied by the contractor.
- J. May **NOT** use one trainee to fill multiple trainee positions. For instance, a subcontractor may **NOT** use the same trainee to fill two or more trainee positions reassigned to them by prime contractors.

#### CLASSROOM TRAINING

- A. Classroom training may be used to train employees. The contractor will submit a proposed classroom training curriculum to the Department for approval. The classroom training curriculum **MUST** define the type of training the individual will receive and the minimum number of hours required. The Department will determine the number of hours of credit each trainee will receive toward their training. Each classroom training curriculum **MUST** be pre-approved by the Department if the contractor wishes to count the classroom hours as training hours.
- B. Contractors will be reimbursed for classroom training hours after the trainee has completed 80 hours of work on highway construction projects.
- C. With the exception of Qualified Testing Technicians and Concrete Testing Technicians/Inspectors, reimbursement for classroom training will be limited to 60 hours per trainee per construction season. Reimbursement for classroom training required under the Department's Transportation Technician Qualification Program will be at the Department's discretion.

## WAGE RATES

- A. The minimum wage rates shall **NOT** be less than 60% of the journeyworker rate for the first two quarters of training, 75% of the journeyworker rate for the third quarter, and 90% of the journeyworker rate for the fourth quarter. In no case shall the minimum wage be less than that of the Group 1 Laborer classification in the federal Davis-Bacon wage rates contained in the contract proposal. Trainees shall be paid full fringe benefit amounts, where applicable. The minimum wage scales for each classification are included on pages 18 through 25 of this OJT Program package.
- B. At the completion of the OJT Program, the trainee shall receive the wages of a skilled journeyworker.
- C. For the purpose of the OJT Program, a quarter is 25% of the hours worked by each trainee and does **NOT** represent three months of the year. The first two quarters of a 550-hour training curriculum would end after 275 hours, the third quarter after 138 hours, and the fourth after 137 hours.

## RECRUITMENT AND SELECTION PROCEDURES

### A. Prerequisite for Trainees

To be qualified for enrollment in the OJT Program, trainees **MUST** possess basic physical fitness for the work to be performed, dependability, willingness to learn, ability to follow instructions, and an aptitude to maintain a safe work environment.

### B. Licenses

Truck driver trainees **MUST** possess appropriate driver permits or licenses for the operation of Class A, B, and C trucks. When an instructional permit is used in lieu of a license, the trainee **MUST** be accompanied by an operator who:

- 1. Holds a license corresponding to the vehicle being operated;
- 2. Has had at least one year of driving experience; and
- 3. Is occupying the seat next to the driver.

### C. Recruitment

- 1. Notices and posters setting forth the contractor's Equal Employment Opportunity Policy and the availability of the OJT Program will be placed

in areas readily accessible to employees, applicants for employment, and potential employees.

2. The contractor **MUST** employ minority, female, or economically disadvantaged individuals for all trainee positions assigned according to the OJT Program. Additional positions requested by the contractor may be filled by individuals outside of the targeted groups.
3. The contractor will conduct systematic and direct recruitment through public and private employee referral sources.
4. Present employees will be screened for upgrading.

D. Selection

1. The selection and employment of a person by a participating contractor shall qualify the person for the OJT Program.
2. Employment of trainees will be in accordance with the workforce requirements of the contractor. Each contractor will hire and train the trainees for use in their own organization.
3. Contractors **MUST** submit the trainee's name and a completed application form to the Civil Rights Office for review and approval. Approval **MUST** be obtained before the trainee may begin work under the OJT Program.
4. The economically disadvantaged certification can only be obtained from Job Service North Dakota. Written certification of individuals under this category can be provided to the contractor at the time of the interview if the applicant is referred by Job Service. Any person wishing to obtain this certification **MUST** apply to Job Service for screening. This certification **MUST** be provided to the Civil Rights Office with the other required information as part of the approval process for trainees.

BASIS OF PAYMENT

- A. Contractors will be paid \$4.00 for each hour of training provided according to the OJT Program.

- B. Program reimbursement will be made directly to the prime contractor. To request reimbursement, prime contractors **MUST** complete the Voucher For On-the-Job Training Program Hourly Reimbursement SFN 51023 for each trainee in the OJT Program (see [Exhibit B](#)). This form is available on our website at: <http://www.state.nd.us/dot/docs/civilrights/SFN51023.pdf>. The completed form **MUST** be submitted to the Civil Rights Office for approval.



**REQUEST FOR ON-THE-JOB TRAINING PROGRAM APPROVAL**

North Dakota Department of Transportation, Civil Rights Office  
SFN 9762 (Rev. 05-2001)

**INSTRUCTIONS:** Submit one completed request form for each trainee in the OJT Program by April 15 or within 15 days of notification of additional trainee assignments. Include the individual training curriculum with each request.

Contractor	Trainee Starting Date
Address _____	Project Number Trainee Starting On

We are requesting approval to use the North Dakota Department of Transportation On-the-Job Training (OJT) Program for the following: [Check only one box]

<input type="checkbox"/>	Power Equipment Operator (Groups 1-3) (550 hrs.)	Specify Group And Classification
<input type="checkbox"/>	Power Equipment Operator (Groups 4-6) (350 hrs.)	Specify Group And Classification
<input type="checkbox"/>	Structural Carpenter (500 hrs.)	
<input type="checkbox"/>	Concrete Finisher (500 hrs.)	
<input type="checkbox"/>	Truck Driver *Class A (500 hrs.)	
<input type="checkbox"/>	Truck Driver *Class B (400 hrs.)	
<input type="checkbox"/>	Truck Driver *Class C (300 hrs.)	
<input type="checkbox"/>	Qualified Testing Technician (500 hrs.)	
<p>* Class A: Any combination of vehicles with a GVWR of 26,001 pounds or more, provided the trailer is in excess of 10,000 pounds.</p> <p>* Class B: Single vehicle with a GVWR of 26,001 pounds or more, and any such vehicle towing a trailer under 10,001 pounds.</p> <p>* Class C: Single vehicle with a GVWR of 26,000 pounds or less, and any such vehicle towing a trailer under 10,001 pounds. A Class C requires the operator to have endorsements for either hazardous materials or for carrying 16 or more passengers.</p>		
<p>Is this an upgrade from one Power Equipment Operator or Truck Driver group to another?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>		

Type and number of classroom training hours received:

Type	Date	Number of Hours
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\_\_\_\_\_  
Company Representative

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

Approved: North Dakota Department of Transportation

\_\_\_\_\_  
Civil Rights Officer

\_\_\_\_\_  
Date

**Return to:**

CIVIL RIGHTS OFFICE  
NORTH DAKOTA DEPARTMENT OF TRANSPORTATION  
608 E BOULEVARD AVE  
BISMARCK ND 58505-0700  
TELEPHONE: (701)328-3116

**VOUCHER FOR ON-THE-JOB TRAINING PROGRAM HOURLY REIMBURSEMENT**

North Dakota Department of Transportation, Civil Rights Office  
SFN 51023 (Rev. 3-2002)

**INSTRUCTIONS:** Submit one completed voucher form for each trainee in the OJT Program.

Prime Contractor		Address (to remit payment)	
Name Of Trainee		Social Security Number	
Ethnic Group Designation (check one) <input type="checkbox"/> WHITE <input type="checkbox"/> BLACK <input type="checkbox"/> HISPANIC <input type="checkbox"/> ASIAN OR PACIFIC ISLANDER <input type="checkbox"/> AMERICAN INDIAN OR ALASKAN NATIVE <input type="checkbox"/> ECONOMICALLY DISADVANTAGED		Gender (check one) <input type="checkbox"/> MALE <input type="checkbox"/> FEMALE	
Type Of Program (specify group and classification where applicable)			
Total Number Of Training Hours Required		Starting Wage Rate   \$	
Type Of Statement: <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Annual <input type="checkbox"/> Final Voucher			

In compliance with the Federal Privacy Act of 1974, the disclosure of the individual's social security number on this form is mandatory pursuant to Federal Regulation 23 CFR 230A. The individual's social security number is used as an identification number by the NDDOT for file control purposes and record keeping.

**REPORTING PERIOD AND HOURS OF TRAINING**

Payroll Week Ending Date	Project Number	Total Hours Worked By Project	Cumulative Total Number Of Hours In Program	Number Of Hours To Be Paid On This Voucher

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**Approved Classroom Training**

Type	Dates	Location	Hours Completed

I certify that the foregoing information is a true, complete, and accurate statement of the total hours worked by the identified trainee for which this company is entitled to reimbursement.

Prime Contractor Representative	Title	Date
Subcontractor Representative (where applicable)	Title	Date

Approved: North Dakota Department of Transportation

Civil Rights Officer

Date

Return to:

CIVIL RIGHTS OFFICE  
NORTH DAKOTA DEPARTMENT OF TRANSPORTATION  
608 E BOULEVARD AVE  
BISMARCK, ND 58505-0700  
TELEPHONE: (701)328-3116

FOR NDDOT OFFICE USE ONLY	
Hours on federal-aid projects _____ X \$ 4.00	= \$ _____ Amount Due
Hours on state-aid projects _____ X \$ 4.00	= \$ _____ Amount Due
Total Lump Sum Payment = \$ _____	

## REPORTING PERIOD AND HOURS OF TRAINING

[illegible]

## TRAINING CURRICULUM

### POWER EQUIPMENT OPERATOR (Groups 1 through 3)

	<u>HOURS</u>
1. Orientation	
a. Observation of the company's general construction operations and policies .....	11
b. Company safety program and safety practices .....	33
c. Equipment orientation (starting and learning the controls) .....	22
d. Staking and construction sequence .....	22
2. Care and Maintenance	
a. Routine fueling, lubrication, and equipment servicing .....	110
3. Operation of Equipment	
a. Special function of the unit .....	66
b. Equipment operation .....	<u>286</u>
<b>TOTAL</b>	<b>550</b>

The minimum wage rates\* under this program shall be:

60% of the journeyworker rate for the first two quarters of training (275 hours)

75% of the journeyworker rate for the third quarter of training (138 hours)

90% of the journeyworker rate for the fourth quarter of training (137 hours)

The actual training will vary, in most instances, from this approximate breakdown because of the type of construction the contractor has under contract, the stage of construction when the trainee is taking this basic course, and other similar circumstances. However, the basic intent of the training, as described in the criteria for the program, will be followed during the training of each trainee.

\*A copy of the federal Davis-Bacon wage rates are posted on the project bulletin board.

## TRAINING CURRICULUM

### POWER EQUIPMENT OPERATOR (Groups 4 through 6)

	<u>HOURS</u>
1. Orientation	
a. Observation of the company's general construction operations and policies .....	7
b. Company safety program and safety practices .....	21
c. Equipment orientation (starting and learning the controls) .....	14
d. Staking and construction sequence .....	14
2. Care and Maintenance	
a. Routine fueling, lubrication, and equipment servicing .....	70
3. Operation of Equipment	
a. Special function of the unit .....	42
b. Equipment operation .....	<u>182</u>
<b>TOTAL</b>	<b>350</b>

The minimum wage rates\* under this program shall be:

60% of the journeyworker rate for the first two quarters of training (175 hours)

75% of the journeyworker rate for the third quarter of training (88 hours)

90% of the journeyworker rate for the fourth quarter of training (87 hours)

The actual training will vary, in most instances, from this approximate breakdown because of the type of construction the contractor has under contract, the stage of construction when the trainee is taking this basic course, and other similar circumstances. However, the basic intent of the training, as described in the criteria for the program, will be followed during the training of each trainee.

\*A copy of the federal Davis-Bacon wage rates are posted on the project bulletin board.

# TRAINING CURRICULUM

## TRUCK DRIVER (CLASSES A, B, C)

		HOURS		
		<u>A</u>	<u>B</u>	<u>C</u>
1.	Orientation			
a.	Observation of the company's general construction operations and policies .....	10	10	10
b.	Company safety program and safety practices .....	20	20	20
c.	Study of highway driving laws .....	10	10	10
d.	Equipment orientation (starting and learning the controls and basic maneuvers) .....	10	10	10
e.	Pre-trip inspection .....	20	20	20
2.	Care and Maintenance			
a.	Routine fueling, lubrication, servicing, and minor maintenance .....	50	40	30
3.	Operation of Equipment			
a.	Advance moving of equipment .....	30	25	20
b.	Equipment operation .....	<u>350</u>	<u>265</u>	<u>180</u>
<b>TOTAL</b>		500	400	300

The minimum wage rates\* under this program shall be:

	<u>A</u>	<u>B</u>	<u>C</u>
60% of the journeyworker rate for the first two quarters of training	250	200	150
75% of the journeyworker rate for the third quarter of training	125	100	75
90% of the journeyworker rate for the fourth quarter of training	125	100	75

The actual training will vary, in most instances, from this approximate breakdown because of the type of construction the contractor has under contract, the stage of construction when the trainee is taking this basic course, and other similar circumstances. However, the basic intent of the training, as described in the criteria for the program, will be followed during the training of each trainee.

\*A copy of the federal Davis-Bacon wage rates are posted on the project bulletin board.

# TRAINING CURRICULUM

## STRUCTURAL CARPENTER

	<u>HOURS</u>
1. Applied Techniques of Highway Structures Construction	
a. Pier, pile, and cap formwork.....	67
b. Decking formwork .....	67
c. Endwall formwork.....	16
d. Box culverts, inlet, and headwall formwork .....	100
e. Preparation of steel and other metals for use .....	67
f. Concrete pouring and use of trowels or floats.....	67
2. Stripping and Salvage of Forms for Reuse .....	67
3. Orientation and Instruction With Application	
a. Safe use of tools of the trade .....	13
b. Job safety procedures.....	16
c. Construction plan reading and application .....	<u>20</u>
<b>TOTAL</b>	<b>500</b>

The minimum wage rates\* under this program shall be:

60% of the journeyworker rate for the first two quarters of training (250 hours)

75% of the journeyworker rate for the third quarter of training (125 hours)

90% of the journeyworker rate for the fourth quarter of training (125 hours)

A certificate of completion as a highway construction structural carpenter will be awarded to the employee.

The actual training will vary, in most instances, from this approximate breakdown because of the type of construction the contractor has under contract, the stage of construction when the trainee is taking this basic course, and other similar circumstances. However, the basic intent of the training, as described in the criteria for the program, will be followed during the training of each trainee.

\*The trainee's rate of pay shall be based on that of the highway construction carpenter classification in the federal Davis-Bacon wage rates contained in the contract proposal. A copy of these wage rates are posted on the project bulletin board.

# TRAINING CURRICULUM

## CONCRETE FINISHER

### HOURS

1.	Orientation	
a.	Observation of the company's general construction operations and policies .....	6
b.	Company safety program and safety practices .....	10
c.	Observation of use of straightedge and steel trowels .....	17
d.	Observation of forming of and finishing of edges and joints .....	17
2.	Care and Maintenance	
a.	Safety procedures .....	3
b.	Routine cleaning of work area and materials, handling of materials and tools, and handling of canvas or burlap strips .....	130
3.	Operation of Equipment	
a.	Safe operating procedures .....	6
b.	Basic operation of tools .....	67
c.	Use of straightedge or steel trowels .....	87
d.	Forming and finishing of joints, curbs, and gutters .....	<u>157</u>
	<b>TOTAL</b>	<b>500</b>

The minimum wage rates\* under this program shall be:

60% of the journeyworker rate for the first two quarters of training (250 hours)

75% of the journeyworker rate for the third quarter of training (125 hours)

90% of the journeyworker rate for the fourth quarter of training (125 hours)

The actual training will vary, in most instances, from this approximate breakdown because of the type of construction the contractor has under contract, the stage of construction when the trainee is taking this basic course, and other similar circumstances. However, the basic intent of the training, as described in the criteria for the program, will be followed during the training of each trainee.

\*A copy of the federal Davis-Bacon wage rates are posted on the project bulletin board.



# TRAINING CURRICULUM

## QUALIFIED TESTING TECHNICIAN

	<u>HOURS</u>
1. Orientation to Company ..... Observation of the company's general construction operations and policies; and company safety program and safety practices	5
2. Orientation to Laboratory Work..... Gradations, splitting, drying samples, fracture faces, shale, and paperwork	65
3. Obtaining Samples..... Crusher; and cold feed, asphalt plant	10
4. Mix Sampling..... Obtaining samples, splitting, rice testing, bituminous plugs, and paperwork	175
5. Orientation to Asphalt Plant..... Plant setup and spot checks	60
6. Bituminous Coring..... Samples, cut; and dry and weigh	10
7. Paperwork ..... Graphs	10
8. Mix Design Techniques ..... Aggregate blends; specific gravity tests; computer (data entry), analyze; prepare design, analyze; and paving recommendation	<u>165</u>
<b>TOTAL</b>	<b>500</b>

The minimum wage rates\* under this program shall be:

60% of the journeyworker rate for the first two quarters of training (250 hours)

75% of the journeyworker rate for the third quarter of training (125 hours)

90% of the journeyworker rate for the fourth quarter of training (125 hours)

The actual training will vary, in most instances, from this approximate breakdown because of the type of construction the contractor has under contract, the stage of construction when the trainee is taking this basic course, and other similar circumstances. However, the basic intent of the training, as described in the criteria for the program, will be followed during the training of each trainee. To become qualified as a Bituminous Mix Tester, successful completion of the courses Bituminous Technology I, Bituminous Technology II, and the proficiency examination is required. Variations of this training may be used in combination with the NDDOT Transportation Technician Qualification Program to achieve higher qualifications. Contact the Dakota Asphalt Paving Association for course information (toll-free 877-226-7511).

\*Qualified Testing Technicians are **NOT** covered under the Davis-Bacon and Related Acts. Consequently, for projects let to contract on November 18, 2005, to present, the minimum wage under this program will be \$13.40 with no fringe benefits. For projects let to contract prior to November 18, 2005, the minimum wage under this program will be \$12.65 with no fringe benefits.

# TRAINING CURRICULUM

## CONCRETE TESTING TECHNICIAN/INSPECTOR

	<u>HOURS</u>
1. Orientation to Company ..... Safety orientation and observation of the company's general construction operations and policies	5
2. Orientation to Laboratory Work..... Observe concrete cylinder breaking and testing of concrete (slump, air, temp and concrete cylinders), interpret concrete batch tickets	40
3. Orientation to Concrete Batch Plant ..... Observing preparations for a pour (aggregate moisture testing, spot checking scales, monitoring of individual batches)	20
4. Concrete Field Work ..... Independently perform aggregate moisture testing; concrete cylinder breaking; testing of concrete (slump, air, temp and concrete cylinders); monitoring at the batch plant; checking truck mixing speed; evaluation of delivered concrete batch tickets	195
5. Orientation to Field Inspection ..... Observe checking of form work and checking of rebar for clearance, spacing, lap lengths	80
6. Inspection Field Work ..... Do actual checking of form work and checking of rebar for clearance, spacing, lap lengths	<u>160</u>
<b>TOTAL</b>	<b>500</b>

The minimum wage rates\* under this program shall be:

60% of the journeyworker rate for the first two quarters of training (250 hours)

75% of the journeyworker rate for the third quarter of training (125 hours)

90% of the journeyworker rate for the fourth quarter of training (125 hours)

The actual training will vary, in most instances, from this approximate breakdown because of the type of construction the contractor has under contract, the stage of construction when the trainee is taking this basic course, and other similar circumstances. However, the basic intent of the training, as described in the criteria for the program, will be followed during the training of each trainee. To become qualified as a Concrete Testing Technician, successful completion of a written and proficiency examination is required. Contact Greg Johnson, Midwest Testing Laboratory, Inc., Fargo, North Dakota, for more information on the American Concrete Institute preparatory workshop and examinations (701-282-9633).

\*Concrete Testing Technicians/Inspectors are **NOT** covered under the Davis-Bacon and Related Acts. Consequently, for projects let to contract on November 18, 2005, to present, the minimum wage under this program will be \$13.40 with no fringe benefits. For projects let to contract prior to November 18, 2005, the minimum wage under this program will be \$12.65 with no fringe benefits.

# MINIMUM WAGE SCALE

For Bid Openings: November 18, 2005, to Present

TRAINEE \_\_\_\_\_

TRAINER \_\_\_\_\_

## POWER EQUIPMENT OPERATORS

**GROUP 1**                      **Journeyworker Wage:** 19.15/hr. + 8.85 fringes

<b>Trainee Hours</b>	<b>Rate</b>	
1-275	*60%	12.25 + 8.85
276-413	75%	14.36 + 8.85
414-550	90%	17.23 + 8.85

**GROUP 2**                      **Journeyworker Wage:** 19.00/hr. + 8.85 fringes

<b>Trainee Hours</b>	<b>Rate</b>	
1-275	*60%	12.25 + 8.85
276-413	75%	14.25 + 8.85
414-550	90%	17.10 + 8.85

**GROUP 3**                      **Journeyworker Wage:** 18.75/hr. + 8.85 fringes

<b>Trainee Hours</b>	<b>Rate</b>	
1-275	*60%	12.25 + 8.85
276-413	75%	14.06 + 8.85
414-550	90%	16.87 + 8.85

**GROUP 4**                      **Journeyworker Wage:** 18.60/hr. + 8.85 fringes

<b>Trainee Hours</b>	<b>Rate</b>	
1-175	*60%	12.25 + 8.85
176-263	75%	13.95 + 8.85
264-350	90%	16.74 + 8.85

**GROUP 5**                      **Journeyworker Wage:** 17.75/hr. + 8.85 fringes

<b>Trainee Hours</b>	<b>Rate</b>	
1-175	*60%	12.25 + 8.85
176-263	75%	13.31 + 8.85
264-350	90%	15.97 + 8.85

**GROUP 6**                      **Journeyworker Wage:** 16.45/hr. + 8.85 fringes

<b>Trainee Hours</b>	<b>Rate</b>	
1-175	*60%	12.25 + 8.85
176-263	75%	12.33 + 8.85
264-350	90%	14.80 + 8.85

\*60 percent rate will be adjusted up if it falls below the minimum wage of \$12.25 for Group 1 Laborers.

## MINIMUM WAGE SCALE

For Bid Openings: November 19, 2004, to October 21, 2005

TRAINEE \_\_\_\_\_

TRAINER \_\_\_\_\_

### POWER EQUIPMENT OPERATORS

**GROUP 1**                      **Journeyworker Wage:** 18.45/hr. + 8.45 fringes

<b>Trainee Hours</b>	<b>Rate</b>	
1-275	*60%	11.50 + 8.45
276-413	75%	13.83 + 8.45
414-550	90%	16.60 + 8.45

**GROUP 2**                      **Journeyworker Wage:** 18.30/hr. + 8.45 fringes

<b>Trainee Hours</b>	<b>Rate</b>	
1-275	*60%	11.50 + 8.45
276-413	75%	13.72 + 8.45
414-550	90%	16.47 + 8.45

**GROUP 3**                      **Journeyworker Wage:** 18.05/hr. + 8.45 fringes

<b>Trainee Hours</b>	<b>Rate</b>	
1-275	*60%	11.50 + 8.45
276-413	75%	13.53 + 8.45
414-550	90%	16.24 + 8.45

**GROUP 4**                      **Journeyworker Wage:** 17.90/hr. + 8.45 fringes

<b>Trainee Hours</b>	<b>Rate</b>	
1-175	*60%	11.50 + 8.45
176-263	75%	13.42 + 8.45
264-350	90%	16.11 + 8.45

**GROUP 5**                      **Journeyworker Wage:** 17.05/hr. + 8.45 fringes

<b>Trainee Hours</b>	<b>Rate</b>	
1-175	*60%	11.50 + 8.45
176-263	75%	12.78 + 8.45
264-350	90%	15.34 + 8.45

**GROUP 6**                      **Journeyworker Wage:** 15.75/hr. + 8.45 fringes

<b>Trainee Hours</b>	<b>Rate</b>	
1-175	*60%	11.50 + 8.45
176-263	75%	11.81 + 8.45
264-350	90%	14.17 + 8.45

\*60 percent rate will be adjusted up if it falls below the minimum wage of \$11.50 for Group 1 Laborers.

## MINIMUM WAGE SCALE

For Bid Openings: November 18, 2005, to Present

TRAINEE \_\_\_\_\_

TRAINER \_\_\_\_\_

### TRUCK DRIVERS

**CLASS A**            **Journeyworker Wage:** 17.60/hr. + 7.60 fringes

Trainee Hours	Rate	
1-250	*60%	12.25 + 7.60
251-375	75%	13.20 + 7.60
376-500	90%	15.84 + 7.60

**CLASS B**            **Journeyworker Wage:** 17.29/hr. + 7.60 fringes

Trainee Hours	Rate	
1-200	*60%	12.25 + 7.60
201-300	75%	12.96 + 7.60
301-400	90%	15.56 + 7.60

**CLASS C**            **Journeyworker Wage:** 17.17/hr. + 7.60 fringes

Trainee Hours	Rate	
1-150	*60%	12.25 + 7.60
151-225	75%	12.87 + 7.60
226-300	90%	15.45 + 7.60

### STRUCTURAL CARPENTERS

**Journeyworker Wage:** 18.85/hr. + 3.15 fringes

Trainee Hours	Rate	
1-250	*60%	12.25 + 3.15
251-375	75%	14.13 + 3.15
376-500	90%	16.96 + 3.15

### CONCRETE FINISHERS

**Journeyworker Wage:** 18.85/hr. + 3.15 fringes

Trainee Hours	Rate	
1-250	*60%	12.25 + 3.15
251-375	75%	14.13 + 3.15
376-500	90%	16.96 + 3.15

\*60 percent rate will be adjusted up if it falls below the minimum wage of \$12.25 for Group 1 Laborers.

## MINIMUM WAGE SCALE

For Bid Openings: November 19, 2004, to October 21, 2005

TRAINEE \_\_\_\_\_

TRAINER \_\_\_\_\_

### TRUCK DRIVERS

CLASS A Journeyworker Wage: 17.30/hr. + 6.80 fringes

Trainee Hours	Rate	
1-250	*60%	11.50 + 6.80
251-375	75%	12.97 + 6.80
376-500	90%	15.57 + 6.80

CLASS B Journeyworker Wage: 16.99/hr. + 6.80 fringes

Trainee Hours	Rate	
1-200	*60%	11.50 + 6.80
201-300	75%	12.74 + 6.80
301-400	90%	15.29 + 6.80

CLASS C Journeyworker Wage: 16.87/hr. + 6.80 fringes

Trainee Hours	Rate	
1-150	*60%	11.50 + 6.80
151-225	75%	12.65 + 6.80
226-300	90%	15.18 + 6.80

### STRUCTURAL CARPENTERS

Journeyworker Wage: 17.85/hr. + 3.15 fringes

Trainee Hours	Rate	
1-250	*60%	11.50 + 3.15
251-375	75%	13.38 + 3.15
376-500	90%	16.06 + 3.15

### CONCRETE FINISHERS

Journeyworker Wage: 17.85/hr. + 3.15 fringes

Trainee Hours	Rate	
1-250	*60%	11.50 + 3.15
251-375	75%	13.38 + 3.15
376-500	90%	16.06 + 3.15

\*60 percent rate will be adjusted up if it falls below the minimum wage of \$11.50 for Group 1 Laborers.

## MINIMUM WAGE SCALE

**For Bid Openings:** November 18, 2005, to Present

**TRAINEE** \_\_\_\_\_

**TRAINER** \_\_\_\_\_

### QUALIFIED TESTING TECHNICIANS

**Journeyworker Wage:** 13.40/hr. with no fringe benefits

<b>Trainee Hours</b>	<b>Rate</b>	
1-250	*60%	12.25
251-375	*75%	12.25
376-500	*90%	12.25

\*60, 75, and 90 percent rate will be adjusted up if it falls below the minimum wage of \$12.25 for Group 1 Laborers.

## MINIMUM WAGE SCALE

**For Bid Openings:** November 21, 2003, to October 21, 2005

**TRAINEE** \_\_\_\_\_

**TRAINER** \_\_\_\_\_

### QUALIFIED TESTING TECHNICIANS

**Journeyworker Wage:** 12.65/hr. with no fringe benefits

<b>Trainee Hours</b>	<b>Rate</b>	
1-250	*60%	11.50
251-375	*75%	11.50
376-500	*90%	11.50

\*60, 75, and 90 percent rate will be adjusted up if it falls below the minimum wage of \$11.50 for Group 1 Laborers.



## MINIMUM WAGE SCALE

**For Bid Openings:** November 18, 2005, to Present

**TRAINEE** \_\_\_\_\_

**TRAINER** \_\_\_\_\_

### CONCRETE TESTING TECHNICIANS/INSPECTORS

**Journeyworker Wage:** 13.40/hr. with no fringe benefits

<b>Trainee Hours</b>	<b>Rate</b>	
1-250	*60%	12.25
251-375	*75%	12.25
376-500	*90%	12.25

\*60, 75, and 90 percent rate will be adjusted up if it falls below the minimum wage of \$12.25 for Group 1 Laborers.

## MINIMUM WAGE SCALE

**For Bid Openings:** November 21, 2003, to October 21, 2005

**TRAINEE** \_\_\_\_\_

**TRAINER** \_\_\_\_\_

### CONCRETE TESTING TECHNICIANS/INSPECTORS

**Journeyworker Wage:** 12.65/hr. with no fringe benefits

Trainee Hours	Rate	
1-250	*60%	11.50
251-375	*75%	11.50
376-500	*90%	11.50

\*60, 75, and 90 percent rate will be adjusted up if it falls below the minimum wage of \$11.50 for Group 1 Laborers.